



Department of Labor
QUARTERLY REPORT
Today's Date: 3/31/09

Administration Report for Performance Period: 01/01/09 - 03/31/09

Award Year: 2008

Award Number: 377

Contact Person: Carol Schumacher

Certification: I certify that the information in this report is current, correct and true and in accordance with the terms and conditions of the agreement.

Signed By: Carol Schumacher Date: 4/28/09

1. Describe all project selection activity during this reporting period for DTF and/or Youth. (Date(s) of meeting, members present, proposals and outcomes of selection.)

The review committee met on January 5, 2009, to review the applications received for the Denali Training Fund Youth and the Alaska Youth First programs. There were 18 application requests totaling over \$2.1 million. A review was conducted in which each application was reviewed on the criteria specified in the Request for Grant Application. A total of 10 applications were recommended for funding for a total of \$477,600. This amount represents \$90,000 for the Alaska Youth First program and \$387,600 for the Denali Training Fund Youth program.

Review team members and their affiliations were: Diedre Bailey, WIA, and Deborah Vo, Rural Development Specialist, Yukon Delta Fisheries Development Association (CDQ). The third reviewer, Rick Mueller from First Alaskans Institute did not attend due to other commitments. Karen Johnson, Training Program Manager from the Denali Commission, Gerry McDonagh, and Carol Schumacher facilitated the review committee.

Ten applications were recommended for funding and eight applications were not recommended for funding. Of the 8 applications not recommended for funding, 6 were recommended to reapply for the next combined youth RGA. Since the new RGA was released in April and awards should be made by July 1, 2009, the review committee decided that these applications should be resubmitted under the new RGA. The review committee made a decision at the beginning of the meeting that they were only going to recommend funding projects that would be completed by June 30, 2009 or September 30, 2009. Many of the applications that were recommended for funding were reduced to be completed by the above deadlines.

In addition, some of the applicants had current grant agreements in place with large balances remaining for the same projects. The Denali Commission will not fund projects while there is a current project already in place. The Denali Commission has approved the recommendations.

Prepared a list of comments by the review committee members with funding recommendations on each application and the award and denial letters for signature by the Commissioner. Courtesy phone calls were made to the applicants with comments and feedback. Responded to numerous emails and phone calls regarding questions and inquiries from successful and non-successful applicants.

Conducted a due diligence review process of all applicants before the review committee met to make recommendations. The process consisted of a review of signature on the cover and assurance page, Certificate of Insurance, Profit and Loss Statement or recent Single Audit, Business license or Tax Identification Number. Conducted a more detailed review which consisted of corresponding and confirming with the Division of Workers Compensation, Employment Security for UI Tax, Wage & Hour Administration, Department of Revenue Tax Office, Alaska Occupational Safety & Health for approval and clearance. Verified and documented Corporate Standing, Business License and Debarments. Document the vendor number and information from the State of Alaska mainframe. Reviewed the financial information including financial statements and notes, Auditors' opinion, and Federal Compliance. Submit completed financial information to management for detailed financial review and comments. Document the General Liability, Workers Compensation and Auto Insurance information and contact applicant if expired. Conduct a final review of Due Diligence for presenting to the review committee.

2. List project management accomplishments for this reporting period.

Reviewed progress reports submitted for the 3rd quarter ending March 31, 2009. Reviewed reimbursement requests and back up documentation. Processed financial reports and advance payments. Provided feedback to Grantees regarding progress and financial issues identified in the reports. Updated the Denali Commission database with progress reports and financial information.

Prepared "Project Authorizations" for the Denali Commission that includes all new awards.

3. List all open projects for this award and their status.

The following is a listing of all open projects and their status can be found in the database for their quarterly report ending 03/31/09.

EN 786193 Alaska Works Partnership – submitted their report on 4/15/09; a reimbursement request is being reviewed for processing.

EN 786196 Chugach School District – submitted their progress report on 4/15/09; a reimbursement request is being reviewed for processing.

EN 786206 Kodiak Island Borough – submitted the progress report on 4/15/09.

EN 786186 Kuspuk School District – is closed.

EN 786192 New Frontier Vocational Training Center – is closed.

EN 786189 Southeast Regional Resource Center – submitted a progress report on 4/29/09. A reimbursement request is being reviewed for processing. This is the final quarter for this grant. Requested a close out for the database.

EN 786203 UAF College of Rural Development – is closed.

EN 786205 Yuut – submitted the progress report on 4/16/09. No reimbursement has been requested.

4. List and description all project monitoring and/or site visits and the outcomes. Attach pictures if available.

Prepared fiscal and programmatic monitors for compliance of grant language against federal and state regulations; perform document reviews and conducted desk and on-site monitoring of grantees. A summary of the monitoring reports will be available for the next deadline quarterly report.

Monitoring visits

EN 786196 Chugach School District - monitoring was conducted on February 17, 2009 – report is in progress

EN 796138 Communities In Schools – monitoring was conducted on February 26, 2009 - report is in progress.

5. Please provide an update on the current RGA.

The Youth RGA is a combination of three programs; Alaska Youth First, the Denali Training Fund Youth and WIA Youth programs with a deadline of May 1, 2009. This RGA is a combination of State General Funds authorized by the Alaska Legislature, federal funding from the Denali Commission and federal funding from the US Department of Labor. The RGA seeks projects that will prepare youth for employment in high-demand, high-wage occupations.

6. Give a complete update on upcoming, pending or question amendments.

EN 786189 SERRC this grant will be closing in the next quarter.

Award 377 Database Report

Project Number	EN	Award 377 as of 3-31-09	Project Budget	Adjustments	Amended Project Budget	Comments
377-08		Denali Youth Initiative	\$50,000.00	\$0.00	\$50,000.00	Admin?
377-D	786193	Youth Initiatives Alaska Works Partnership	\$150,000.00	\$0.00	\$150,000.00	
377-E	786196	Youth Initiatives Chugach School District	\$150,000.00	\$0.00	\$150,000.00	
377-I	796138	Youth Initiatives Communities in Schools	\$135,000.00	\$0.00	\$135,000.00	
377-H	786206	Youth Initiatives Kodiak Island Borough School District	\$200,000.00	\$0.00	\$200,000.00	
377-A	786186	Youth Initiatives Kuspuk School District	\$23,000.00	\$0.00	\$23,000.00	Closed
377-C	786192	Youth Initiatives New Frontier Vocational Training Center	\$50,000.00	\$0.00	\$50,000.00	Closed
377-B	786189	Youth Initiatives Southeast Regional Resource Center	\$80,000.00	\$0.00	\$80,000.00	
377-F	786203	Youth Initiatives UAF College of Rural & Community Development	\$98,287.89	\$0.00	\$98,287.89	Closed
377-G	786205	Youth Initiatives Yuut Elitnaurviat	\$113,712.00	\$0.00	\$113,712.00	
Totals			\$1,049,999.89	\$0.00	\$1,049,999.89	

AWARD 377 EXPENDITURE DETAIL REPORT

Project No.	Award 377 Youth Initiatives	Project Budget	270 as of 6/30/08	270 as of 8/29/08	270 as of 9/30/08	270 as of 12/31/08	270 as of 3/31/09	Total Exp	Comments
EN 786193	Alaska Works Partnership Welder Helper/Pipeline Welder Youth Training 8-302	\$150,000.00	\$0.00	\$28,456.62	\$17,642.64	\$84,141.71	\$12,253.96	\$142,494.93	
EN 786196	Chugach School District Student Training for Alaska Rural Trades 8-306	\$150,000.00	\$0.00	\$31,355.70	\$20,785.30	\$15,875.43	\$13,956.11	\$81,972.54	
EN 796138	Communities In Schools 9-301	\$135,000.00	\$0.00	\$0.00	\$0.00	\$43,680.00	\$42,997.00	\$86,677.00	
377-08	Denali Youth Initiative	\$50,000.00	\$16,946.16	\$17,943.55	\$13,618.93	\$4,392.96	(\$2,901.60)	\$50,000.00	charges; not meant for place holder line
EN 786206	Kodiak Island Borough School District Youth 'Learning Cafe' 8-305	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$42,832.91	\$42,832.91	
EN 786186	Kuspuk School District Career Academy Youth Training 8-306	\$23,000.00	\$0.00	\$23,000.00	\$0.00	\$0.00	\$0.00	\$23,000.00	Closed out
EN 786192	New Frontier Vocational Training Center Youth Training 8-307	\$50,000.00	\$3,622.16	\$19,893.13	\$10,907.89	\$15,576.82	\$0.00	\$50,000.00	Closed out
EN 786189	Southeast Regional Resource Center Construction Trades Academy 8-308	\$80,000.00	\$0.00	\$63,589.35	\$0.00	\$0.00	\$0.00	\$63,589.35	
EN 786203	UAF College of Rural & Community Develop Summer Health Career Academy 8-309	\$98,287.89	\$0.00	\$98,287.89	\$0.00	\$0.00	\$0.00	\$98,287.89	Closed out
EN 786205	Yuut Eliitnaurviat Drivers Education Youth Training 8-310	\$113,712.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	
Totals		\$1,049,999.89	\$20,568.32	\$292,526.24	\$62,954.76	\$163,666.92	\$109,138.38	\$539,716.24	

Project not added to the Denali database yet.

377-08	Administration line	\$50,000.00	\$16,946.16	\$17,943.55	\$13,618.93	\$4,392.96	(\$2,901.60)	\$50,000.00	This administrative line is being adjusted to move overages to Award 1085.
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Total \$1,099,999.89

	Personal Services	Travel	Contractual	Supplies	Indirect	Quarterly Total
Administration expenditures adjusted	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	(\$2,901.60)